

## Special Use Permits

This guide was developed to assist in understanding special use permits and how to obtain special use permits from the City of Greensboro's Planning Department.

This brochure is meant to be a general guideline for the special use permit process in Greensboro. Specific information requests and questions can be directed to the appropriate department.



## Planning Department

City of Greensboro  
300 W. Washington St.  
P.O. Box 3136  
Greensboro, North  
Carolina 27402-3136

Planning Department's

## Guide to Special Use Permits



**Greensboro,  
North Carolina**

## WORKING WITH THE PLANNING DEPARTMENT TO SUBMIT SPECIAL USE PERMITS

### SPECIAL USE PERMITS AND THEIR PURPOSE

Certain land uses within the City of Greensboro require a Special Use Permit (SUP) before the use can be initiated. SUPs allow land uses in zoning districts that would otherwise be prohibited. An example of such a use would be a Bed and Breakfast (referred to as a Tourist Home) in a single family zoning district. Bed and Breakfast establishments are not generally allowed in single family districts; however, under certain circumstances, they can be approved.

### OBTAINING AN SUP

An application is required to request a SUP. The fees for the application at the time of this publication are as follows:

Less than 1 acre:	\$250
1 - 4.99 acres:	\$600
5 + acres:	\$1000

The application and a written description of all proposed uses to be conducted on site must be completed and returned to the Planning Department for processing. Land uses that require a SUP are found in the Permitted Use Schedule. Applicants with questions can call the City Planning Department at (336) 373-2144.

### SPECIAL NOTE

Sometimes land uses require a SUP in one zoning district, but not in another. For example, boarding houses require a SUP in each of the residential multifamily districts where they are allowed, but they are permitted by right in the office districts. *Contact city planning staff if you are unsure whether the use you propose requires a SUP.* The zoning ordinance changes periodically, and any text amendments or changes to the

### SPECIAL USE PERMIT APPROVAL

SUPs are granted by the Zoning Commission, which holds a public hearing to determine whether a land use should be allowed. The evidence presented at a public hearing for a SUP is always given under oath; this is necessary because in order to grant a SUP, the Zoning Commission or City Council must make each of the following findings.

1. That the use will not materially endanger the public health or safety if located where proposed;
2. That the use will meet any restrictions imposed by the applicant and/or Zoning Commission or City Council;
3. That the use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity; and,
4. That the location and character of the use will be in harmony with the area in which it is to be located and in general conformity with the plan of development of the City and its environs.

### NOTICE

The City of Greensboro Zoning Commission meets the second Monday of each month at 2:00 p.m. in the City Council Chambers. Meetings are televised on Cable Access Channel 13, and are open to the public.

### ADDITIONAL IMPORTANT NOTES:

- ◆ The Zoning Commission or City Council can impose conditions as deemed necessary in order to achieve the four findings of fact.
- ◆ Unless expired or discontinued, any approved SUP is perpetually binding upon the property unless subsequently changed.
- ◆ Site Plans for any development made pursuant to any SUP shall be submitted for review in the same manner as other development plans required by the Development Ordinance.
- ◆ The Planning Board may approve minor modifications of the conditions in a SUP where such modifications will result in equal or better performance.
- ◆ No application for the same special use on a given property or portion thereof shall be filed within a one (1) year period from the date of final action on the previous special use application.
- ◆ For a copy of all the regulations concerning SUPs, please contact the Planning Department.

### CITY OF GREENSBORO

300 W. Washington St.

P.O. Box 3136

Greensboro, North Carolina 27402-

Tel: 336-373-2144

Fax: 336-412-6315

Email: [planning.email@greensboro-nc.gov](mailto:planning.email@greensboro-nc.gov)